

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Monday, June 2, 2020 in meeting room 1H&I located on the first floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Marsik, Greshay, Hilbert, Schmidt and Kuehl

MEMBERS EXCUSED: None

ALSO PRESENT: James Mielke, County Administrator; Sarah Hinze, Human Resources Director; Tonia Mindemann, Assistant Human Resources Director; Megan Firari, HR Specialist (by phone); Ed Somers, Clearview Administrator/Executive Director; Karen Gibson, County Clerk; Kira Sheahan-Malloy, County Board Supervisor; David Guckenberger, County Board Supervisor.

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

Marsik asked the non-Committee Member County Board Supervisors present, if they wished to be paid for attending the meeting. Supervisor Sheahan-Malloy and Supervisor Guckenberger declined payment.

Marsik asked if anyone present had any public comments. There were none.

Motion by Greshay to approve the minutes of the regular meetings of May 19, 2020. Second by Hilbert. Motion carried without negative vote.

Hinze reviewed Policy# 104-Definitions with the Committee. Hinze stated that the part-time minimum hours to be eligible for benefits such as holidays, vacation, sick, health insurance and dental insurance are different for Clearview employees than other County employees; indicating that eligibility can be as low as 16 hours/week for Clearview employees. Hinze stated that after discussions with Clearview administration and the Insurance and Benefits Coordinator the recommendation would be to have uniform eligibility for benefits for Dodge County and Clearview employees who work at least 20 hours per week effective on January 1, 2021. Hinze answered questions from the Committee members.

Motion by Hilbert to change the minimum number of hours per week requirement for eligibility for benefits for employees at Clearview to 20 hours per week effective on January 1, 2021. Second by Greshay. Motion carried without negative vote.

The Committee reviewed the Personnel Requisition. Mielke recommended approval of these requests.

One (1) Customer Service/Support Specialist (LTE)	Human Services
One (1) Account Clerk III	Human Services
One (1) Patrol Sergeant	Sheriff's

Motion by Hilbert to approve the Personnel Requisition as presented. Second by Greshay. Motion carried without negative vote.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. RECLASSIFICATION – UNION: None. PROMOTION – UNION: None. NEW HIRE: None. RE-HIRE LIMITED TERM/SEASONAL: Joseph Huber, Seasonal Hire, Highway, \$12.25, Misc, Yr. 01, 05/28/2020. RECLASSIFICATION: Bonnie Backhaus, Receptionist II, Clerk of Courts, \$17.87, DC03, ST03, 05/23/2020. PROMOTION: None.

There were no Leave of Absence Requests to review.

The Committee reviewed the Orientation Period Reports as presented.

HR Director's Report:

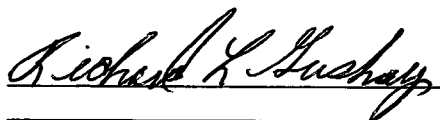
- a) Summary of Employee Resignations/Retirements: Hinze and Firari presented a summary of recent employee resignations/terminations.
- b) Grievances and Arbitrations: No report.
- c) Health Insurance Premiums 2021: Hinze stated that Dean has provided notification that the 2021 health insurance premiums will increase 7.5%. Hinze stated that M3 is weighing different benefit design options but nothing has been received yet.
- d) Compensation and Benefits Study: Hinze stated that McGrath will be onsite June 17-19 to meet with Department Heads and to provide the Committee an update. It was the consensus of the Committee to meet Thursday, June 18, 2020 at 1:00 p.m. instead of June 16, 2020.
- e) IRS released Notice 2020-29 Flexible Spending Account plans for the 2020 Calendar: Hinze stated that due to COVID-19 and daycare closures, the IRS is allowing for changes to Flex Spending Accounts. Hinze stated that the County will allow the IRS exception for dependent care only for employees.

Hinze stated that County Administrator, Jim Mielke, asked to have agenda item number, 5. *Committee Confirmation Suspending 2020 Step/Merit, Progression and New Hire Increases* put on the agenda. The purpose was to have the Committee review and provide confirmation to suspend 2020 Step/Merit, Progression and New Hire Increases. Kuehl expressed concerns however it was a consensus of all Committee members to support the suspension of 2020 Step/Merit, Progressions and New Hire Increases.

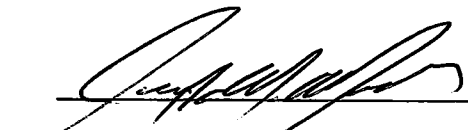
Future Agenda Items: Sworn Union Negotiations

It was the consensus of the Committee to schedule the next regular meetings of the Human Resources and Labor Negotiations Committee as follows: **Thursday, June 18, 2020 at 1:00 p.m.** and **Tuesday, July 7, 2020 at 9:00 a.m.** which will be held in rooms 1H & I of the Administration Building.

Meeting adjourned by order of the Chairperson at 9:35 a.m.



Richard Greshay, Secretary



Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.